STATE OF CALIFORNIA CALIFORNIA DEPARTMENT OF TECHNOLOGY OFFICE OF TECHNOLOGY SERVICES

PROCESSING CREDIT REQUEST

OTECH 110 (DEV. 07/2013)

OTECH 110 (REV. 07/2013)			Г	OFFICE OF TECHNOLOGY SERVICES
				USE ONLY
DEPARTMENT			D	ATE
NAME			P	HONE NUMBER
OTECH CUSTOMER RELATIONS REPRE	ESENTATIVE		C	ALNET
JOB NAME		JOB NUMBER	P	ROCESS DATE
AMOUNT OF CREDIT, IF KNOWN		OTECH ACCT. CODE	I	AA NUMBER
DESCRIPTION OF ERROR			I	
USE REVERSE SIDE OF FORM IF NECESSARY. INCLUDE ALL REQUIRED DOCUMENTA				TION.
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OFFICE OF TECHNOLOGY SERVICES USE ONLY COMMENTS				
JOB COST	SIGNATURE			DATE
DISPOSITION				
	APPROVED AS REQUESTED		NEGOTIATED CREDIT A	APPROVED
	PARTIAL CREDIT APPROVED		CREDIT APPROVED	
REVIEWER'S COMMENTS				Fiscal Use Only
			l	Account Number
				Amount to be Credited
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SIGNATURE		DATE		